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USIB-D-39.7/16  
23 May 1966

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UNITED STATES INTELLIGENCE BOARD

MEMORANDUM FOR THE UNITED STATES INTELLIGENCE BOARD

SUBJECT : Quarterly Report on Progress re USIB-Approved  
Recommendations in USIB-D-39.7/5 (Period:  
1 January - 31 March 1966)

REFERENCES : a. USIB-D-39.7/6, 6 May 1964  
b. USIB-D-39.7/5, 16 March 1964

1. The attached seventh quarterly report on the subject from the Chairman, Committee on Documentation responds to a Board directive in reference a. The paper reports on progress being made on the recommendations in reference b., as approved and amended by USIB in reference a.

2. Unless specifically requested by a Board member prior to close of business on 31 May 1966, the report will not be scheduled for discussion at a USIB meeting, and will be recorded as having been noted by the Board on that date.

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Executive Secretary

Attachment

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

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S-E-C-R-E-T

CODIB-D-112/7.1  
19 May 1966

U N I T E D   S T A T E S   I N T E L L I G E N C E   B O A R D  
COMMITTEE ON DOCUMENTATION

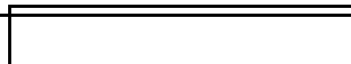
MEMORANDUM FOR: Chairman, United States Intelligence Board

SUBJECT: Quarterly Report on Progress re USIB-Approved  
Recommendations in USIB-D-39.7/5 (Period:  
1 January - 31 March 1966)

REFERENCES: (a) USIB-D-39.7/5, 16 March 1964  
(b) USIB-D-39.7/6, 6 May 1964  
(c) USIB-D-39.7/15, 2 February 1966

Attached is a summary of activities and accomplishments of CODIB Task Teams established pursuant to recommendations in Reference (a) as approved and amended by USIB in attachment to Reference (b). This is the seventh quarterly report. The previous report was Reference (c).

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Chairman

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Attachment: A/S

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CODIB-D-112/7.1  
19 May 1966

UNITED STATES INTELLIGENCE BOARD

COMMITTEE ON DOCUMENTATION

Summaries of Activities and Accomplishments of  
CODIB Task Teams 1 January-31 March 1966

I. CONTENT CONTROL

This Task Team has held forty meetings, three during this quarter. Members have reported a total of 2170\* hours devoted to this effort. An interim report containing the content control scheme developed by the Task Team was distributed to CODIB on 1 March 1966. The agencies represented on the team (NSA, CIA, State, and DIA) are now engaged in testing the scheme under the guidance of the team member. These tests are designed to determine the amount and type of training required to use the scheme, its application to intelligence products, its effectiveness as an aid to dissemination, and its usefulness as a tool for expressing user requirements.

II. ITEM IDENTIFICATION

USIB approval of USIB-D-39.7/14 assigned to CIA the responsibility as executive agent for implementing and operating an Item Register System. This completes USIB action on the Task Team II report, and further progress is now the responsibility of the executive agent. Although CODIB will continue to monitor the development of an effective Item Register System, these quarterly summaries will discontinue further reporting on this item.

III. FOREIGN PUBLICATIONS

This Task Team has held no formal meeting during this quarter, but some members met several times for the purpose of completing the Team report which is now in final reproduction and will be distributed before the end of April. Manhour investment reported by Team members to date total 1136\* hours.

\*Does not include time spent by members of the CODIB Support Staff.

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#### IV. INSTALLATIONS

On 4 February 1966 USIB completed action on the work of this Task Team by approving the CODIB recommendations on the Task Team Report (USIB-D-39.7/13), assigning to DIA the executive agent responsibilities for installations control on a trial basis. CODIB will continue to monitor the plans and efforts of the various agencies in implementing the recommendations, but further reporting in these quarterly summaries will be discontinued.

#### V. BIOGRAPHICS

The Task Team report, which was being typed at the end of the previous quarter, was distributed to CODIB on 9 February and is now being reviewed by the various agencies. It will be discussed by CODIB at its next meeting scheduled for 19 May. Members have reported a total of 4033\* hours devoted to this project to date. One team meeting was held during this quarter.

#### VI. RESEARCH AND DEVELOPMENT

During this quarter members of the Task Team met jointly with CODIB at which time they were briefed by NPIC on its R&D programs, by the Board of National Estimates on feed-back from users, and by CIA/OSI on analyst use of information from various sources. Subsequent to those briefings, the Chairman of the Task Team met with the CIA member of CODIB and others in order to obtain their views regarding certain statements in the Task Team Report. A revised report is now in preparation for resubmission to CODIB. Team members report 1846\* manhours expended on this project to date.

#### VII. ANALYST COMMUNICATIONS

This Task Team has held seven meetings, one during this quarter, and has expended 368\* manhours. The Team is now drafting its report to CODIB.

#### VIII. PHOTO CHIP

A revised draft of the Team report was distributed to all team members the first part of February. Changes desired by them have been received and incorporated into a new draft. It is now planned that the Team will have a final meeting to review this new draft after which the

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report will be finalized and forwarded to CODIB in early May. [This meeting was held on 14 April.] The Team members report a total of 6100\* hours expended on this project to date.

IX. ADP SYSTEMS LIBRARY

The Task Team Report, completion of which was discussed in the summary for the previous quarter, was distributed to CODIB members on 23 February and is now being reviewed by each agency. It will be discussed by CODIB at an early meeting.

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